

**Department of Energy  
Charter for the Environmental Management  
Site-Specific Advisory Board**

1. Official Designation:

Environmental Management Site-Specific Advisory Board

2. Objective, Scope of Activity, and Duties:

The Office of Environmental Management (EM) Site-Specific Advisory Board (SSAB or Board) will provide the Assistant Secretary for Environmental Management, and such other U.S. Department of Energy (DOE) officials as he/she shall designate, with policy information, advice and recommendations concerning EM environmental restoration, waste management, nuclear material and facility stabilization, integration and disposition, site closure, project completion, and science and technology activities. Additionally, the EM SSAB will provide input and recommendations on strategic decisions that impact future use, risk management, transportation, long-term stewardship, and budget, prioritization activities. Finally, the Board may be asked to provide advice and recommendations on any other EM projects or issues that affect the Environmental Management program.

The EM Site-Specific Advisory Board will have the following duties:

- a. Advise the Department of Energy on the process, content, public participation, and other policy aspects of EM's environmental restoration, waste management, nuclear material and facility stabilization, integration and disposition, site closure, project completion, and science and technology activities;
- b. Issue reports and recommendations;
- c. Recommend options to resolve difficult issues faced in the EM program, including site-specific clean-up criteria, risk assessment, land use, priority setting, management effectiveness, cost/benefit analyses, and technological strategies for site waste management and disposal facilities.

3. Time Period Necessary for the Board to Carry Out Its Purpose:

Since the task of the Board is to advise EM on a succession of projects and issues, the time period required to carry out its purpose is continuing in nature.

4. Official to Whom this Board Reports:

This Board will report to the Assistant Secretary for Environmental Management, and to such other DOE officials as he/she shall designate.

5. Agency Responsible for Providing Necessary Support for the Board:

United States Department of Energy.

6. Description of Duties for Which the Board Is Responsible:

The duties of the Board are solely advisory and are fully stated in paragraph two above.

7. Estimated Annual Operating Expenses in Dollars and Person-Years:

The Department of Energy will provide resources sufficient to conduct its business as well as travel and subsistence (per diem) expenses for eligible members. The approximate annual cost is \$4 million and approximately 10 person-years.

8. Estimated Number and Frequency of Board Meetings:

The Board will meet approximately six to twelve times per year at each of the sites represented on the Board. In addition, members of the Board at each site might be asked to designate a member to participate in national meetings to discuss EM Site-Specific Advisory Board issues.

9. Termination Date (if less than two years from the date of establishment or renewal): i n u i n g .

10. Subcommittees:

To facilitate the functioning of the Board, subcommittees may be formed for each local SSAB. The objective of the subcommittees will be to make recommendations to the local EM Site-Specific Advisory Boards on matters concerning site plans and programs. Subcommittees will be organized to focus on site-specific concerns and issues impacting the various DOE sites with major EM programs.

11. Members:

- a. The Secretary of Energy has delegated authority for SSAB member appointments to the Assistant Secretary for EM. The standard term for Board members is for two years, and members typically serve

no more than three consecutive two-year terms. In addition, their appointments are usually staggered so that at least one-third of the membership is retained for continuity. Board membership shall reflect the full diversity of viewpoints in the affected community and region and be composed primarily of people who are directly affected by DOE site clean-up activities. Members may include, but are not limited to: interested stakeholders from local governments, Tribal Nations, environmental and civic groups, labor organizations, universities, waste management and environmental restoration firms, and other interested parties. Representatives from the Department, the Environmental Protection Agency, and State governments shall be considered *ex officio* members of the Board. By serving in *ex officio* capacity, these representatives will have a seat at the table but will not have a vote on any decisions. Selection and appointment of group members shall be accomplished using procedures designed to ensure a diverse board membership and a balance of viewpoints represented.

- B. Approximate number of members: 250. This number is based on 10 to 30 persons for each local EM Site-Specific Advisory Board.

12. Designated Federal Officer:

The Designated Federal Officer for the EM SSAB shall be appointed by the Secretary.

This Amended Charter for the Advisory Board above is hereby approved on:

Date: MAY 16 2000

  
James N. Solit  
Advisory Committee Management Officer

Date Filed: MAY 16 2000